

MINUTES
New Castle City Planning Commission Parking Study Sub-Committee Meeting
October 24, 2013 – 4 p.m.
City of New Castle Town Hall

Members Present: Dr. Joanne Viola, Chair
Andrew Hayes
Albert Vannucci
Jim Vincent

Members Absent: Lt. Adam Brams
Jonathan Justice
Heather Dunigan, WILMAPCO
Susan Marinelli
Gail Seitz

Dr Viola called the meeting to order at 4 p.m. Tom Whitehead also attended. No quorum is present.

Communications – A letter was received from Mr. Whitehead expressing interest in working with the sub-committee. A letter was received from Linda Ratchford concerning Way Finding.

OLD BUSINESS

Curb Signage – Mr. Vannucci reported a number of handicapped parking spaces that are no longer needed and the City Garage has been contacted. City Council is working on a plan for curb signage.

Storage Bins on Chestnut Street – Storage bins will be removed and the area converted to a parking lot. Mr. Vannucci will make this recommendation to City Council.

Ferry Cut-off Parking – There are over 100 parking spaces in this area. Some blacktop is already in place and more should be done.

We will need to get the National Park Service involved with signage and parking.

The State has erected signage coming into and out of the City. ‘No parking or stopping’ signs have been put up near Family Foundations and they are looking at erecting signs prohibiting truck traffic on Route 9 northbound near Hamburg Road. By law City police can enforce the restriction once signage is in place.

Residential Parking – Dr. Viola and Ms. Seitz will work on some language addressing residential permits and multiple vehicles. A draft of the plan that Ms. Seitz assembled was distributed at the end of the meeting.

Event Parking and Assembly Permit Revisions – Some assembly permits will be managed by the City while Battery Park assembly permits will be managed by the Battery Park Committee of the Trustees of the New Castle Common. All applications should be available online. Minimum number of people that requires a gathering permit needs to be determined. The City will regulate and manage. Fees and Battery Park rules are being

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reviewed. A policy will be developed addressing public parking lots for event parking and whether fees should be attached to private parking facilities, such as church parking lots.

Way Finding and Directional Signage – Dr. Viola gave an update (per Linda Ratchford). They are in the process of finalizing details and prices for installation. They are seeking two bids for all work to be done. MSC will donate some of the labor. A map kiosk will be located at the Court House and there will be map signage at City Hall. Sign installation is dependent on sign locations being approved by the Planning Commission and City Council. A list of sign priorities was distributed to the group for review and discussed at length.

Next Meeting – The next subcommittee meeting is scheduled for 11/21/13, 4 p.m.

There being no further business to discuss the meeting was adjourned at 5:05 p.m.

Debbie Turner
Stenographer

(Stenographer not present at meeting; minutes prepared from recording.)